



## Mobile Workforce Workgroup Draft Minutes

January 17, 2007

9:00 a.m. – 11:00 a.m.

Virginia Retirement System Headquarters  
1200 E. Main St., Richmond, VA 23219

### Members Present

Farley Beaton, Chairman (VRS)  
Jerry Allgeier (VDACS)  
Jeanne Branch (DPOR)

Bethann Canada (DOE)  
Linda Foster (TAX)

### Members Absent

Darlene Quackenbush (JMU)  
Bob Smith (Courts)

Mark Willis (VCU)

### Others Present

Mike Hammel, Staff (VITA)  
Bob Crigler (Verizon Wireless)

Matt Priestas (APA)

### Call to Order

Chairman Farley Beaton called the meeting of the COTS Mobile Workforce Workgroup to order at 9:05 a.m.

### Status of Presentation to General Assembly

Mike Hammel advised the workgroup that he had been in contact with Lisa Wallmeyer from the Joint Committee on Technology and Science. Lisa said she still plans on placing the workgroup on the calendar of a joint meeting of both General Laws and Technology committees as requested by Senator Devolites Davis, after "cross over", probably on February 12<sup>th</sup>. Mike also reported that Lem would like Farley to do the presentation but that Lem wanted an opportunity to review the workgroups document before hand. Lem also noted that Farley should advise the GA committees that the document is still in draft form as it will not have been formally approved by the date of the presentation.

### Review of Guide to Best Practices

The remainder of the meeting was spent discussing the latest draft of the document. The workgroup asked that Mike send it to DHRM for review and, if they did review it to be sure to include them in the list of reviewers on page iii. The workgroup decided to move the Recommendations to the end of the document after the Resource Guide. A number of other edits were discussed which Mike Hammel agreed to make be distributing the completed Draft to the list of reviewers:

- ITIES Admin (to proof document),
- VITA Comms division,
- Gus Robey and Rick Clawson at DRPT,
- Gartner (if possible),
- Dick Warrick from IBM (he offered)

- VITA Technology Strategy and Advisory Committee
- Karen Jackson
- Curtis Brown, Office of Commonwealth Preparedness
- COTS members Lem Stewart Jerry Simonoff
- DHRM

## **Meeting Schedule**

The next meeting is scheduled for January 31st.

## **New Business & Public Comment**

Farley asked if any Workgroup members had new business to bring to the Council. There was none.

Farley asked for public comment. There was none.

## **Adjournment**

There being no further business, Farley adjourned the meeting at 10:30 AM.